

AQO

MEMORANDUM FOR RECORD

SUBJECT: AQO Staff Meeting Minutes, Feb 4, 97

SUSPENSES. AQ has a new on-line centralized suspense system, Access Data Base, which will include all suspended actions. We expect this system will help us manage our suspenses better.

PRODUCT DESIGN, DEVELOPMENT & CONTROL TEAM (AQOF).

- o At the Ops Chief meeting on 11 Feb, Col Harper will brief the Performance Based Business Environment (PBBE) products developed by the Joint Aeronautical Commanders Group (JACG).
- o Col Harper will be attending the Joint Group on Systems Engineering (JGSE) Management Group meeting at Crystal City on 11-12 Feb.
- o Mr. Mike Ferraro will be attending the JGSE's PBBE Working Group meeting on 10-11 Feb developing a plan for promulgating the PBBE documents to the non-aviation business sectors. The group will meet at Wright Patterson AFB later in the month to work training materials with the JACG focal points.
- o As requested at the last DLA Partnership Council, the Senior Functional Advisor (SFA) concept paper and CAO position descriptions were sent to the DLA Council of AFGE Locals Executive Board for review on 3 Feb 97.
- o Col Harper will be briefing the SFA business case at the next BPT.
- o Mr. Tito Maldonado will be attending the DoD Configuration Advisory Group from 4-6 Feb.

CONTRACTOR CAPABILITY AND PROPOSAL ANALYSIS TEAM (AQOD).

- o Mr. Gary Thurber, Deputy, DCMC, and Mike Williams, Chief, AQOD, visited Lockheed Martin Tactical Aircraft Systems (LMTAS) on January 30 to review the company's progress in applying a parametric estimating model to contract proposal preparation. (LMTAS is a participating member of the Reinvention Laboratory for Parametric Pricing.) Mr. Mike Thibault, Deputy, Defense Contract Audit Agency, also attended the meeting, along with representatives from the Air Force Material Command and Aeronautical Systems Center, and the Commander, DCMC LMTAS, and the manager of DCAA's LMTAS audit office. The company provided several briefings on the model, and an additional briefing on their system for sharing cost accounting information with the Government.
- o Past Performance Information: Mike Williams briefed Mr. Longuemare, Principal Deputy Under Secretary of Defense (Acquisition & Technology), on the draft DoD Past Performance Information Collection and Use Guide on February 3rd. General Drewes and Ms. Pettibone also attended the briefing, as did the Acting Deputy Under Secretary of Defense (Acquisition Reform). Mr. Williams will be giving the same briefing to Dr. Kaminski, Under Secretary of Defense (Acquisition & Technology) on February 5th, and then to the Service Acquisition Executives on February 11th.

- o Contractor Information Service (CIS): Mike Williams, Bill Lonstein, and Faye Turner briefed a concept to General Drewes on January 31 for developing the CIS. Under this concept, which the General approved, CIS will be developed and deployed in five increments. Increment 1 is the new version of the Preaward Survey System, and the new Contractor Performance Reporting System, both of which are now in functional/environmental testing. Increment 2 will see the development of a CIS "front end," which will be the user's "common entry point" into all the functions available through CIS; development of a Contractors' System Status Table, and "hot links" to contractors' Worldwide Web "home pages" and the General Services Administration "List of Suspended and Debarred Contractors." Increment 3 will see the development of a link to ALERTS, and the "Contractor Alert List" will be redeveloped as a CIS module. In increment 4, we will modernize the Decision Support Information System (the Industrial Analysis Support Office's system for industrial base, contractor, and program information) and link it to CIS. Increment 5 will be for "to be determined" enhancements and additional functions.

PRODUCT & MANUFACTURING ASSURANCE TEAM (AQOG).

- o Mr. Maurice Poulin is attending the U.S. Army CP2 Management Board Meeting at Rock Island, IL.
- o Mr. Richard Kane is attending the Defense Supply Center Columbus (DSCC) Executive Quality Council meeting in Columbus, OH.

GENERAL COUNSEL (GC).

- o A reminder that the Joint Ethics Regulation (Para. 2-301) discusses the use of federal government communications systems (phones, facsimile machines, electronic mail, internet systems, etc.). They are for official use and authorized purposes only. The regulation states that authorized purposes include personal communications from the DoD employee's usual work place that are most reasonably made while at the work place (such as checking in with spouse or minor children; scheduling doctor and auto or home repair appointments; brief internet searches; e-mailing directions to visiting relatives).

The supervisor when permitting such uses must ensure the communications: do not adversely affect the performance of official duties by the employee; are of reasonable duration and frequency, and whenever possible made during the employee's personal time such as after duty hours or during lunch; serve a legitimate public interest; do not reflect adversely on DoD (such as involving pornography, chain letters, selling or advertising, except on a bulletin board established for that purpose, violations of statute or regulation, classified material or other uses incompatible with public service); and do not overburden the communications system or create significant additional costs.

Any long distance charges must be born by the DoD employee by charging to one's home phone or a personal phone credit card, for example. Contact your designated ethics counselor if you have any questions.

WORKFORCE STRATEGY TEAM (AQOJ).

- o One Book Reengineering: field comments are on their way to policy owners for review. We will work with team chiefs for a speedy turnaround wherever possible.

Acquisition Reform Day: General Drewes signed out a second letter giving details to field for AR Day #2. It will be posted on the Homepage under "Hot Topics", subheading of "Acquisition Reform Day". Should be up in the next day or so. Now moving on to HQ activities for AR #2. Although teaming with the field will still be an option, we are planning some activities at the HQ level and plan to invite/team with DCAA and other Services. Kathy Zalonis is working with Frank Lalumiere on the Acquisition Reform activities; Don Reiter is handling HQ level activities.

TRANSPORTATION (MML).

- o An issue has been raised concerning two DFAS Transportation positions in Columbus, OH. There are two positions whose personnel audit DCMC contractor pre-pay and add shipments, shipped commercially on behalf of the government. These auditors save DCMC approximately \$50K per month performing these audits. Apparently DFAS has proposed eliminating these positions. DLA Transportation, Jack Maher, is investigating the issue.

APPROVED:

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